

**City of Seattle**  
**Civil Service Commission**  
**September 16, 2009**

**Approved October 21, 2009**

**Call to Order:** Commission Chair Ellis Casson called the regular meeting to order at 9:30 a.m. The meeting was in Suite 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98124.

**In Attendance:**

Commissioner Gregg Hirakawa

Commissioner Steven Jewell

Glenda Graham-Walton, Executive Director

Teresa Jacobs, Administrative Staff Assistant

Gary Smith, Assistant City Attorney

**ACTION ITEMS**

**Public Comment:** Charles Oliver addressed the Commission regarding his written complaint to the Commission about the appearance of a City Attorney at his appeal hearing.

Jean Boler, City Attorney's Office, Employment Section Director. Addressed the Commission regarding the use of City Attorney's when an appellant is Pro Se.

**1. Approval of Minutes: Approval of July 15, 2009 Meeting Minutes:**

**2. Review Monthly Case Status Report & Appeals-New, Update, & Review:**

The Commission reviewed the monthly case status report including new appeals. Ms. Graham-Walton notified the Commission that the Montstream appeal was settled and the appellant withdrew her appeal.

**• Review: Tucker v. City Light-Decision and Petition for Review:**

**Executive Session:** The Commission went into executive session at 10:07 a.m. to discuss the Tucker v. City Light decision that was issued by Christopher Mathews, CSC Hearing Officer. The Respondent City Light filed a Petition for Review/Motion to strike. The executive session ended at 10:25 a.m.

Commissioner Hirakawa was the Reviewing Officer and recommended that some comments under "Conclusions of Law" be moved to another section titled "Observations" and footnotes added to clarify the Hearing Officer's references to due process as reflected in City Light's policies and rules and not under constitutional law. Commissioner Jewell moved to accept the recommendation. Commission Chair Casson seconded the motion. The motion passed.

### **DISCUSSION ITEMS**

**3. Monthly Summit (Budget) Report:**

Ms. Graham-Walton reported the budget is on target for September 2009.

**4. Renew Discussion of Department of Use of City Attorney's when Appellant is Pro Se:**

The Commission discussed the issue of the use of City Attorney's when an appellant is Pro Se. Charles Oliver a City employee and Jean Boler, Director of the Employment Section of the City Attorney's office both addressed the Commission on this issue.

**5. Discussion of Possible Crafting of an Ordinance/Rule for Vacating Letters of Reprimand:**

The Commission discussed whether letters of reprimand should be vacated from a City employees file after a certain period of time. Commissioner Jewell suggested the issue be set forth for public comment. The Executive Director will research this matter, including looking to see if the issues is addressed in any of the City's Collective Bargaining Agreements and checking with other jurisdictions. She will present findings to the Commission at a later date.

**6. Old/New Business:**

**7. Other:**

Seattle Weekly Article

Memo regarding revisions to Personnel Rules 7.1 & 9.1

**Adjourn: The meeting adjourned at 10:50 a.m.**

Respectfully Submitted:

/s/ Teresa R. Jacobs 10/21/09

Approved by:

/s/ Ellis H. Casson 10/21/09

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Teresa R. Jacobs

Administrative Staff Assistant

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Ellis H. Casson

Commission Chair

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Date